



Assemblyman

CHARLES LAVINE

13th Assembly District

A graphic of a white notepad with a brown pushpin at the top left corner. The text on the notepad is in blue, bold, sans-serif font with a white outline and a slight drop shadow.

**FREE of
Charge!**

**NOTARY
SERVICES**

- ◆ *Office Hours*
Monday to Friday
9:00 a.m. to 5:00 p.m.
- ◆ *To make an appointment,*
please call **516-676-0050**
- ◆ *The office is located at*
1 School Street
Suite 303-B
Glen Cove, NY 11542

◆ *Make your appointment today!* ◆

Dear Neighbor:

When I was first elected in 2004, I made it a priority to ensure that the constituents of the 13th Assembly District would be able to utilize my office for whatever concerns or problems they had. I am proud of our record of accomplishment and have an exciting new service to tell you about.

I am pleased to announce that my office is now offering **notary services**. If you have any documents that require a notary stamp, it can now be done at my district office **absolutely FREE of charge!** This service will be by appointment only during office hours which are Monday thru Friday from 9:00 AM to 5:00 PM. If someone has special needs and cannot come to the office, we may in certain cases be able to come to you!

To make an appointment, please call [516-676-0050](tel:516-676-0050) and a member of my staff will schedule you with a time and date at your convenience. Please bring a government issued ID in order to validate your signature. Be advised that we cannot notarize anything without valid ID **AND** the physical presence of the individual in our office. Please do not sign anything before coming in or we will not be able to notarize your documents. The office is located at [1 School Street, Suite 303-B, Glen Cove, NY 11542](#).

It is an honor to serve you. Make your appointment today!

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Lavine". The signature is fluid and cursive, with a large initial "C" and "L".

Charles Lavine
Member of Assembly

CL/sw